

PURCHASING AUTHORITY IS GRANTED FOR PROCUREMENT ACTIVITIES CONDUCTED BY:			
Agency/Department:	FULL DEPARTMENT NAME (ACRONYM)		
Purchasing for Secondary Department:	List: FULL DEPARTMENT NAME (ACRONYM), PCO/email/phone		
Purchasing Authority Effective Date:	This date remains the same.	Purchasing Authority Number: DEPT-1234	
Revised Effective Date:	Date (change reason)		

Procurement and Contracting Officer (PCO):	John Doe; John.Doe@dept.ca.gov	()	-
Non-IT Purchasing Authority Contact (Non-IT PAC):	Jane Doe; Jane.Doe@dept.ca.gov	()	-
IT Purchasing Authority Contact (IT PAC):	Jacob Doe; Jacob.Doe@dept.ca.gov	()	-

Dollar Thresholds Noted Below Shall Be Applied Per Transaction.				
ACQUISITION METHOD		IT	NON-IT GOODS	NON-IT SERVICES
COMPETITIVE				
1	Fair and Reasonable	\$ 4,999.99	\$ 4,999.99	N/A
2	Formal	\$ 0.00	\$ 0.00	N/A
3	Informal	\$ 100,000.00	\$ 50,000.00	N/A
4	SB Option	\$ 249,999.99	\$ 249,999.99	N/A
5	DVBE Option	\$ 249,999.99	\$ 249,999.99	N/A
NON-COMPETITIVELY BID (NCB) (Contracts as a result of an approved NCB/Special Category Request (SCR) Justification or exempt from competition by law or policy)				
6	NCB Contract (as a result of an approved NCB or SCR Justification)	\$ 100,000.00	\$ 50,000.00	N/A
Exempt by Law:				
7	Community Based Rehabilitation Program	N/A	Unlimited	N/A
8	Emergency Contracts	Unlimited	Unlimited	N/A
9	Interagency Agreement (IAA) (Limited to \$50,000 if IAA with CSU or UC)	\$ 1,000,000.00	N/A	N/A
10	Public entities (another state, local government, Federal government or other public entities – see SCM for definition)	\$ 100,000.00	\$ 50,000.00	N/A
11	IT IAA with Department of Technology (Data Center Services)	Unlimited	N/A	N/A
12	Prison Industry Authority (PIA)	N/A	Unlimited	N/A
13	Other (buyer must indicate law)	\$ 100,000.00	\$ 50,000.00	N/A
Exempt by Policy:				
14	Other (buyer must indicate policy)	\$ 100,000.00	\$ 50,000.00	N/A
15	Emergency Contract (non-natural disaster)	\$ 100,000.00	\$ 50,000.00	N/A
16	Proprietary Software	\$ 100,000.00	N/A	N/A
17	Proprietary Maintenance	\$ 100,000.00	N/A	N/A
18	Proprietary Subscriptions, Publications and Technical Manuals	N/A	\$ 50,000.00	N/A
LEVERAGED PROCUREMENT AGREEMENTS (requiring further competition within the category (i.e. obtaining offers, etc.) – refer to individual LPA user instructions)				
19	1122 Procurement Program (GSA Component)	N/A	\$ 100,000.00	N/A
20	CMAS	\$ 500,000.00	\$ 100,000.00	\$ 250,000.00*
21	Cooperative Agreements	\$ 1,500,000.00	\$ 500,000.00	\$ 500,000.00
22	Master Agreements	\$ 1,500,000.00	\$ 500,000.00	\$ 500,000.00
23	Software Licensing Program	\$ 2,000,000.00	N/A	N/A

24	State Price Schedules	\$ 25,000.00	\$ 25,000.00	N/A
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LEVERAGED PROCUREMENT AGREEMENTS (no further competition required – refer to individual LPA user instructions)				
25	Cooperative Agreements	Unlimited	Unlimited	Unlimited
26	Master Agreements	Unlimited	Unlimited	Unlimited
27	Statewide Contract Orders	Unlimited	Unlimited	N/A

PRE-PROCUREMENT REQUIREMENT	IT	NON-IT GOODS	NON-IT SERVICES
Justifications			
Non-Competitively Bid (NCB) Justification	\$ 25,000.00	\$ 25,000.00	N/A
Limited To Brand (LTB) Justification	\$ 25,000.00	\$ 25,000.00	N/A

* CMAS Non-IT Services orders above \$50,000 must be approved by the Department of General Services, Procurement Division prior to award (State Contract Manual (SCM) Vol. 2, Chapter 6)

Transactions Exempt from Purchasing Authority (list the applicable law or Executive Order and a brief description):

Approved:

, Purchasing Authority Specialist
 @dgs.ca.gov (916) 375-_____

Date

